



# Frequently Asked Questions



## About DMHRSi

### How would you summarize the purpose of DMHRSi?

DMHRSi simplifies and standardizes human resource management business processes. It consolidates and centralizes military medical personnel information for enhanced visibility of the Military Health System's most valuable resource - people.

### Does the MHS need DMHRSi?

Yes. The MHS needs a Tri-Service human resource management support system that will simplify and standardize military medical human resource management business processes. DMHRSi will provide a system that supports one of our key management objectives, "to manage the business" and will ultimately support optimization of the delivery of health care. DMHRSi is designed to allow the MHS to optimally manage all medical human resources (military, civilian, volunteer, contractor, and assigned or borrowed personnel) and standardize the capture and measurement of human resource utilization across the MHS enterprise.

### Who is responsible for managing the DMHRSi Project?

DMHRSi managed by the Resources Information Technology Program Office (RITPO), TRICARE Management Activity (TMA).

### What capabilities will DMHRSi provide?

Once implemented, it will manage essential human resource information in support of Personnel, Manpower, Education and Training, Labor Cost Assignment, and Readiness.

### Who will be able to see my personnel information?

DMHRSi is an integrated human resources management tool for the MHS. Access to the application is secured by each individual's selected password. DMHRSi will primarily be used by Manpower, Personnel, Education & Training, Labor Cost Assignment, Readiness, and Service staff who use personnel data to make informed management decisions. Self-Service users will be able to view their personnel record and update select information, register or cancel enrollment in education and training courses, and electronically record labor hours. DMHRSi has very strict security and access rules. Only those individuals who are identified by your organization or Service as having a 'need to know' will have access to (be able to see) your personnel information. Confidentiality, security, and privacy are paramount.

### How will DMHRSi affect me?

The answer depends on your role in your organization. Individuals who work in primary business areas will use DMHRSi to support their business demands. However, each person in the organization has access to Employee Self-Service functions including: electronically recording his or her hours worked, updating select personal information, and enrolling or canceling enrollment in an education or training course.

# FAQs

## Who are DMHR*Si* users and what are their roles?

**Self-service users** electronically track their labor hours, register for education and training courses, and update their personal information. **Functional users**, or specialists, rely on DMHR*Si* to complete their day-to-day functional duties, and **Managers** analyze and report on the data captured in DMHR*Si* for decision-making purposes. **Super users** are experts in DMHR*Si* navigation and application functions, and are either functional users or managers. They also rely on DMHR*Si* to complete day-to-day responsibilities.

## When and where will DMHR*Si* be implemented?

DMHR*Si* began prototyping in Fall 2002 at three sites – one Army, one Navy and one Air Force MTF. When system testing is completed and the Services have accepted the application, implementation will begin during the latter part of calendar year 2003. DMHR*Si* will be implemented across the MHS within the next two years. The services are working closely with RITPO to make this implementation a success.

## What is the DMHR*Si* Prototype?

The prototype is the first step in demonstrating the capabilities of the new application. Prototyping will identify the opportunities, benefits and risks of full development and implementation, and ultimately reduce the acquisition cycle time for a final Tri-Service human resource solution. The three prototype sites are: 89MDG, Malcolm Grow Medical Center, Andrews AFB, MD; Naval Hospital Jacksonville, Jacksonville, FL; and Winn Army Community Hospital, Ft. Stewart, GA.

## Will DMHR*Si* replace any existing systems?

DMHR*Si* will eventually replace the functionality of UCAPERS, SPMS II, and the personnel subsystem of EAS III. It will also replace a wide assortment of separate, “local” databases being used by medical facilities to manage their medical human resources.

## Why do military personnel have their time and attendance tracked?

Congress has mandated that the Services track medical labor expenses. The Medical Expense Performance Reporting System (MEPRS) is the DOD program that enables compliance. DMHR*Si* utilizes MEPRS Functional Cost Codes to more accurately track medical labor expenditures and identify the need for resources (staff, equipment, etc). With DMHR*Si*, all personnel types (active duty, reserve, guard, contractor, volunteer, and civilian) can easily record their time in hours.

## Where does the personnel data come from that populates DMHR*Si*?

There are numerous Army, Navy and Air Force personnel systems, and Civil Service Pay Systems, that send data to DMHR*Si*. These systems are commonly referred to as “source systems”, or Service specific “systems of record”. Source system data is continuously ‘refreshed,’ or updated, passing along any changes made in the source systems to DMHR*Si*.

## How do I update my information in the source system?

You will need to visit your Personnel Office to make changes to your record in the source system.